

This is an important document. Do not lose it!
Think of this syllabus as a contract between the student and the instructor.
Read and consult it often during the semester.

Professor Alexis Lavin
Office Number: 216C
Office Hours: Monday/Wednesday 9:00-10:00 AM
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Class Wiki: lavin112.wikispaces.com

HIST 112: Modern World Civilizations

Monday/Wednesday 12:00PM – 1:50 PM, Room 305A

This course is a continuation of HIST 111 and concentrates on the Modern era of world history since approximately 1500. Particular emphasis is placed on political, economic, and social developments which have shaped the cultures of the world including Europe, Russia, Africa, Asia, the Middle East, and the Americas. Using critical thinking to evaluate primary and secondary sources, students will become familiar with significant facts and concepts of world history.

This class will require your full participation through class discussion and home reading. This semester will not be spent with me talking at you. We are not training you in stenography, but are trying to help you to learn how to think critically for yourself, to question what you read and hear, and to write and speak in a thoughtful, clear, and coherent manner. You can only hone these skills by practicing them. The class will analyze and build on the assigned readings, so it is essential that students carefully read the required texts **before** the first class in which we will begin discussion of that material, and come to class prepared. This means completing the readings in advance, identifying the key issues in the readings, and being prepared to discuss the issues in class. Students cannot “hide out” in this class and avoid participation. I will routinely call on students, even if they do not volunteer.

As in real life, deadlines, grammar, spelling, appropriate form, and style count in your grade assessments. **Cheating and plagiarism in all their forms are unacceptable**, and will result in a zero in the assignment. This is not debatable. **Work submitted to me must be entirely the product of your own effort.**

Required Texts

Von Sivers, Peter, et al, *Patterns of World History, Vol. Two Since 1400 With Sources*: (New York: Oxford, 2015)

From ICC Code of Conduct, p. 6

14. **“Academic honesty”** is expected of all students. Academic honesty is ethical behavior in which students produce their own work and do not represent others’ work as their own, either by plagiarism, by cheating, or by helping others to do so.
15. **“Plagiarism”** is the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of material prepared by another person or agency engaged in the selling of term papers or other academic materials.
16. **“Cheating”** may include, but is not limited to:
 - The use of any unauthorized assistance in taking quizzes, tests, or examinations.
 - The use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments.
 - The acquisition, without permission, of tests or other academic materials belonging to a member of the college faculty or staff.
 - Engaging in any behavior specifically prohibited by a faculty member in the course syllabus or class discussion.
 - Allowing or participating in cheating by other students.
 - Copying from someone else’s work.
 - Submitting others’ work as your own or submitting your work for others.
 - Altering graded work and falsifying data.

“Avoiding Plagiarism” <http://libguides.icc.edu/c.php?g=345286&p=2325826>

ICC Code of Conduct, p. 21-21

XII. Academic Misconduct

Matters relating to academic honesty or contrary action such as cheating, plagiarism, or giving unauthorized help on examinations or assignments may result in an instructor giving a student a failing grade for the assignment, test, or course.

Based on the severity of the offense, the instructor may recommend failure for an assignment or failure for the course. Multiple instances of academic misconduct could include sanctions up to dismissal from the college.

A common form of academic dishonesty is plagiarism. This is the use (whether deliberate or unintentional) of an idea or phrase from another source without proper acknowledgment of that source. The risk of plagiarism can be avoided in written work by clearly indicating, either in footnotes or in the paper itself, the source of any other major or unique idea which the student could not or did not arrive at independently. These precise indications of sources must be given

regardless of whether the material is quoted directly or paraphrased. Direct quotations, however brief, must be enclosed in quotation marks as well as properly documented.

Another form of plagiarism is copying or obtaining information from another student. Submission of written work, such as laboratory reports, computer programs, or papers, which have been copied from the work of other students, with or without their knowledge and consent, is plagiarism.

Obtaining an examination prior to its administration or use of unauthorized aids during the examination are clear acts of academic dishonesty. It is also academically dishonest to knowingly aid another student in performing an act of academic dishonesty. Thus, in cases of inappropriate collusion on academic work, the provider of inappropriately used material is guilty of academic dishonesty, as well as the actual perpetrator.

Listed below are examples which may be confusing to students, especially freshmen who are accustomed to working on projects in laboratories with fellow students in high school.

1. Sharing information in the preparation of a report or paper, unless approved by instructor.
2. Turning in the same paper for two different courses with slight modification.
3. The illegitimate uses of written material such as laboratory reports and computer programs or the obtaining of information from other students while an examination is in progress.

In brief, any act which represents work not one's own as one's own is an academically dishonest act.

If a student is ever in doubt about an issue of academic dishonesty, or has any hesitation about a contemplated course of action, the student should consult his or her instructors. The penalties for academic dishonesty can be very painful and can affect the entire educational experience at Illinois Central College.

Course Copyright

All course materials students receive or to which students have online access are protected by copyright laws. Students may use course materials and make copies for their own use as needed, but unauthorized distribution and/or uploading of materials without the instructor's express written permission is strictly prohibited. For example, uploading completed homework or other assignments to any study site constitutes a violation of this policy. Students who engage in the unauthorized distribution of copyrighted materials may be held in violation of the Illinois Central College Code of Conduct, and/or liable under Federal and State laws.

Video/Audio Recordings

Video and/or audio recordings of any kind are strictly prohibited without the instructor's express written consent. Authorized recordings are for instructional purposes only and may not be shared with others.

Course Format

Lecture, discussion, readings, film

Class Discussion

Assessment for this course does not include participation points. Please keep in mind, however, that participation in class discussions makes for far more effective learning and a deeper understanding of the course material. You cannot effectively contribute to class discussion without first reading the assigned materials so please make sure that you have done the readings before you come to class. I'm not expecting anyone to reinvent the wheel but I encourage you to ask (relevant and on point) questions and offer observations not only to assist in your own understanding of the material, but also to facilitate learning for your classmates. Active listening is just as important as verbal participation. These methods of participation require that you be mentally and intellectually prepared for class each day and will greatly enhance what you take away from the course.

Quizzes

There will be daily quizzes at the beginning of each class based on that day's assigned readings. Be sure to complete the assigned pages. Please come to class prepared. Each eight-to-ten-minute quiz will be worth ten points. If you miss a quiz because of an absence, please email the instructor to schedule an appointment during office hours to discuss a make-up quiz.

Tests

There will be a maximum of three unit tests administered this semester, as well as the final exam. The questions will come from assigned readings, films, and class lectures/discussions. Please be sure you take accurate notes from the book and during class. The tests will consist of matching, true/false, multiple choice, and essays. If you miss a test because of an absence, please email the instructor to schedule an appointment during office hours to discuss a make-up exam.

Attendance

Class attendance is mandatory and is worth five points per session. Absence from class will result in zero attendance points for that class. There are no exceptions. In addition, material will be covered in class that is not available in your textbooks. Your success in this course depends greatly on your attending each scheduled session. If class is cancelled either by the

instructor or by Illinois Central College, all students will receive full attendance points for that class.

Course Points

Attendance	0-150 points
Quizzes	0-260 points
Unit Exams	100-150 points each (200-450 points total)
Final Exam	150-200 points

Total points available: Up to 1,060

Grading Scale

A	= 100 – 90%
B	= 89 – 80%
C	= 79 – 70%
D	= 69 – 60%

Blackboard

Grades will be posted on Blackboard in a timely manner. Please keep in mind that there will be significant “hand grading” in this class and that non-Scantron quizzes and/or exams take longer to mark than those put through a machine.

Attitude

1. If you miss class, **knowing what you have missed is your responsibility**. Obtain class notes from a fellow student for the days you miss lecture. **DO NOT ask me about missing work or notes during class**. I will only discuss these topics before or after class or during office hours.
2. Be sure to ask questions during class – there is no such thing as a stupid question, if it is relevant to our work. Make sure you raise your hand to speak in class. Should someone else have the floor, respect the time of whoever is speaking, be it the instructor or another student. If you would like to speak to me about the class, please arrange to see me during office hours. I am interested in your success in this course.

House Rules

- Do work you can be proud of. If you can do better, please do.
- Ask for help when you need it. Asking saves a great deal of guess-work. Make an appointment to meet with the instructor and keep it.
- Be in your seat when the class is scheduled to begin. Do not mill around in or outside the doorway or amongst the classroom seats. If you are not in your seat when I begin class, you will be marked absent and will not receive attendance points.
- Turn in all written work in blue or black ink. Odd color inks and pencil will not be accepted.
- Bring necessary materials to each class.
- Extra copies of handouts will not be available. If you lose your copy you are responsible for getting a copy from a classmate.
- Take materials home nightly. Students are responsible for completing tasks as scheduled. Since coursework is posted on the wiki for the semester, students will be expected to be prepared at all times. **If it is posted you are responsible for it.**
- If you are ill, immediately schedule an appointment with the instructor upon your return to arrange to take any quizzes or exams you missed.
- Keep the room neat. Put litter into the wastebaskets and recyclables into the appropriate bin. Write only on paper. Do not move the desks without the instructor's permission. Deposit all gum in the wastebasket before entering the room.
- Treat other members of the class with respect. Likewise, behave in a manner that causes others to respect you.
- Keep the aisle free from clutter. Place your books and book bags and/or purses under your desk on or an empty desk near your seat. This is a safety issue so please be conscientious about it.
- Drinks in spill-proof bottles are permitted in class; food is not.
- All cell phones are to be silenced and other electronic devices must be turned off. All devices, cellular and otherwise, must be put away during class.
- No laptops are allowed in class.
- Fidget spinners are not allowed in class, nor are any other objects/items deemed inappropriate by the instructor.
- You will receive a five to ten-minute break in the middle of each class. If necessary, please use that time for the restroom as leaving the classroom during instruction/discussion is distracting for your fellow students and the instructor.
- Above all, participate in your education. Class discussions are intended for everyone's benefit.

Contacting Professor Lavin

I am best contacted via my ICC email account which is listed on the front page of this packet. I make every effort to respond to emails as quickly as possible. However, please keep in mind that I stop checking email promptly at 9:00 each evening. Any email received after that time will be seen and addressed the following day.

Should you need to speak to me in person during the semester, please email me and schedule a time to meet during my office hours. My office hours are listed on the first page of this packet.

The student/professor relationship is one that is based on mutual respect. Please make sure that your email correspondence follows the protocol for addressing a professor. Allow me to offer an example of what not to do:

Hey pro X i was looking at my grades on blackboard and it said i didnt have my paper or you didnt grade it yet so i was just wondering what was going on . . . thank you please get back to me

That is an actual email that was sent to a colleague. It was not answered by that professor, and it would not receive a response from me.

Netiquette

The term “Netiquette” refers to the etiquette guidelines for electronic communications, such as email and bulletin board postings. Netiquette covers not only rules to maintain civility in discussions, but also special guidelines unique to the electronic nature of email and forum messages. Here are some general Netiquette guidelines that should be followed when communicating with the instructor and your fellow students in this course. (PennState.edu)

- **Subject lines:** Whenever you send a course email, use a short yet descriptive subject line.
- **Proofread:** Emails are written communication (not spoken) and should contain correct grammar, punctuation, and spelling.
- **Never use all CAPS:** USING ALL CAPS IS EQUIVALENT TO SHOUTING (and it’s hard to read).
- **Language:** Use professional language. Avoid slang and text acronyms and never use vulgar or inappropriate language.
- **Basic courtesy:** Be courteous and respectful in all your course communications.
- **Consider your tone:** A poorly worded note can easily be misunderstood or misconstrued. Remember - recipients can’t see your body language or the expression on your face. Nor can they hear the intonation in your voice. If you

have a suspicion that something you wrote might be taken the wrong way, it probably will.

How I will contact you

I will contact you via your ICC email account ONLY. Please make sure that you log into your ICC email account regularly to ensure that you see the responses I send to any of your emails and remain up to date on class information.

Course Content

Course content and reading assignments can be found on the course wiki, which is listed on the front page of this packet.

Course Dates

Unit 1: January 17 – February 28

Unit 1 Exam: March 5

Unit 2: March 7 – April 30

Unit 2 Exam: May 2

Cumulative Review: May 7

Final Exam: May 14 (tentative date)

Standards for Grading Written English

Although it sometimes appears that grading essays is a “subjective” exercise, there are standards for evaluating written work. The students’ grades reflect how effectively these standards are met. The following clarifies for students and instructors the criteria that make written English excellent (A), good (B), satisfactory (C), unsatisfactory (D), or failing (F).

The “A” Grade:

The A paper addresses the assigned topic with a well-developed argument supported by specific, relevant detail. The paper is well-organized with well-written paragraphs. Sentences are coherent and grammatically correct. Words are fresh, precise, and economical and the reader is presented with bright, interesting writing. Technical errors are infrequent. The A paper answers at a very high level what is being asked of the student.

The “B” Grade:

The B paper addresses the assigned topic, though it lacks the originality and imagination that characterizes an A paper. It is generally more thorough in development than the C paper. The B paper has few errors in grammar, spelling, and punctuation. Other B papers may share characteristics with an A paper, but may have a high number of errors which undercut the writer’s achievement.

The “C” Grade:

The C paper provides a baseline for minimum standards. It presents competent work that shows control of the basics, meaning that the paper has a clear focus, orderly development of ideas, and a minimum number of distracting errors. The C paper addresses the assigned topic and demonstrates that the writer has some command of the topic. It presents a logical argument that may be thin in development and proof. Sentences are orderly and complete, but lacking in force and variety. Words are appropriately chosen, but without originality. The paper may contain errors in grammar, spelling, punctuation, and mechanics, but these cannot be so numerous that they render the writing unintelligible.

The “D” Grade:

The D paper is passing but poor. The central idea reflects a lack of understanding of the assignment or the subject. The evidence necessary to develop the argument is either lacking or so poorly presented that it carries little weight. Paragraphs are repeated rather than developed and sentences are generally short, with little variety. Word choices are simplistic

and unoriginal. Problems in sentence structure – agreement errors, for example – interfere with the writer’s ability to present and develop assertions. The D grade however, unlike the E, shows that the writer has at least some understanding of the subject, and has succeeded to a point in communicating a central idea to the reader.

The “F” Grade:

An F paper may be unsatisfactory for a number of reasons. A paper should receive an F if it fails to address the assignment. If the paper has a single key idea it may still receive an F if it lacks a structural plan or offers no real evidence to support its assertions. A paper may also fail if it is filled with misinformation – that is, if the information presented as fact is incorrect or false. A paper that is difficult to read – that must be read and re-read in order to understand its meaning – is also a failure. This can be caused by a number of things such as poor command of the sentence, incorrect punctuation, poor word choice or faulty logic. It should go without saying that a plagiarized paper fails.

(These guidelines are modified from those presented by Jean Wasko, Ph.D.)

Quiz Format

Jane Smith
Course name and number
Date
Ch. # Quiz #

Quiz Topic

Please write your answer clearly.

Personal Information Sheet

Name used by ICC (Last, First): _____

Name you would like to go by in class: _____

ICC email address: _____

Major: _____ Declared/Undeclared: _____

Year: _____

Hometown: _____

What history courses have you taken up to now? When and where were they taken?

Why are you taking this course? What do you hope to learn?

Do you have any special needs or disabilities that you would like me to know about?

Course Syllabus Acknowledgement Form

Date: Spring Semester 2018

To: Professor Alexis Lavin, Course Instructor, HIST 112

Subject: Acknowledgement of Syllabus and Policies for HIST 112

_____ I have received my HIST 112 syllabus (including but not limited to course objectives, policies, requirements and schedule) and have read and understand all the enclosed material.

_____ I have reviewed the HIST 112 wiki (including but not limited to the Course Schedule, Course Discussion Schedule, and Unit materials) and have read and understand all the material.

By affixing my signature to this document, I hereby acknowledge that I have read the course syllabus for HIST 112, including all course policies pertaining to the class indicated above. In addition, by affixing my signature below I agree with the following statements:

- I fully understand the policies set forth in this syllabus.
- I acknowledge and understand that my failure to abide by these policies may have significant academic consequences for which I am solely responsible.
- I agree to be held responsible for any changes/additions/deletions to these policies which are communicated to the class should such changes be deemed necessary by the instructor.
- I acknowledge and agree that the lecture content described in this syllabus and on the associated class wiki can be changed at the discretion of the course instructor to meet the course objectives.
- I will abide by all course rules.
- My signature does not in any manner signify the waiver of any rights granted to me by the policies, rules, and regulations of Illinois Central College.

Student Signature _____

Student Name (Printed) _____
(Please print full name)

Date _____

Student ID Number _____